

**Meeting of the Clarke County Electoral Board  
Wednesday, July 19, 2016  
Registrar's Office**

1. The meeting was called to order at 05:45 PM by Chairman, Don De Haven. Also present were Randy Sprouse, Carol Westervelt and Barbara Bosserman, General Registrar.
2. The minutes of the May 4th meeting were approved as written.

Vice Chairman Sprouse moved that the electoral board convene in closed session to consider the evaluation of the registrar and appointment of officers of election as allowed by Virginia Code; Virginia Freedom of Information Act 2.2-3711(A)(1) & (35).

Secretary Westervelt moved that the meeting reconvene in open session.

The Electoral Board of Clarke County, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Electoral Board of the County of Clarke, Virginia and no action was taken on matters discussed in Closed Session.

The motion was approved by the following roll call vote:

De Haven	yea
Sprouse	yea
Westervelt	yea

3. The following voters were approved to be appointed as Officers of Elections:  
Teresa S. Gordon, Ann S. Levi, John Wright, Edward Bassett, David Conrad,  
Thomas R. Barnard, Ruth Ferguson
4. The registrar's evaluation was completed and will be forwarded to Richmond.
5. The writ of election for a special election for the town of Boyce to be held in November was brought to our attention. It will be held the same time and place as the general election. To be elected are one member of the Town Council to serve as Recorder and one member to serve on Town council.
6. Vice Chairman Sprouse and Registrar Bosserman reported on the annual training in Richmond.
7. Miscellaneous: It was decided to purchase "stand up" voting booth for each precinct; Presidential election lapel pins will be ordered to give to each election official; the 2016 Virginia Code books should arrive the end of July.
8. At 6:30, the meeting was moved to the Board of Supervisors room for the public hearing concerning the relocation of polling place for Millwood Precinct. The code amendment was unanimously passed.
9. There being no other business, the meeting was adjourned at 6:50.

Respectfully submitted,  
Carol Westervelt, Secretary

Approved: (date) \_\_\_\_\_

\_\_\_\_\_  
Chairman, De Haven

\_\_\_\_\_  
Vice Chairman, Sprouse

\_\_\_\_\_  
Secretary Westervelt